



**Large Agency Transition Kickoff**  
**Monroe Conference Room C – 1<sup>st</sup> floor**  
**101 N. 14<sup>th</sup> Street**  
**June 9, 2004**  
**2:00 – 3:30 pm**

**AGENDA**

- |      |   |  |
|------|---|--|
| I.   | Opening Remarks                         | Lem Stewart – CIO                            |
| II.  | Transition Overview – Integration Phase | Chris Saneda – Director of Customer Services |
| III. | Large Agency Transition                 | Shaunda Triggs – Project Manager             |
|      | a. Project Overview                     |  |
|      | b. Transition Workbook                  |  |
|      | c. Schedules/Timeline                   |  |
| IV.  | Functional Area Review                  |  |
|      | a. Customer Support Services            | Dan Moore – CSS Functional Lead              |
|      | b. Finance                              | Tom Moody – Finance Functional Lead          |
|      | c. Human Resources                      | Cindy O'Connor – HR Functional Lead          |
|      | d. Supply Chain Management              | J.B. Edmonds – SCM Functional Lead           |
|      | e. Technical                            | Dave Matthews – Technical Functional Lead    |
| V.   | Open Discussion                         |  |